



THE COMMONWEALTH OF MASSACHUSETTS

PUBLIC EMPLOYEE RETIREMENT ADMINISTRATION COMMISSION

JOHN W. MCCORMACK BUILDING, ROOM 1101

ONE ASHBURTON PLACE • BOSTON, MA 02108

(617) 727-9380

EXECUTIVE DIRECTOR

JOHN J. McGLYNN

COMMISSION MEMBERS

PAUL C. MENTON, CHAIR

JOHN ABBOTT

CHARLES D. BAKER

A. JOSEPH DENUCCI

KENNETH DONNELLY

DONALD R. MARQUIS

DIANNE HYDE RUSSELL

MEMORANDUM

TO: All Retirement Boards

FROM: Executive Director, John J. McGlynn

A handwritten signature in dark ink, appearing to read "J.J. McGlynn", written over the "FROM:" line.

RE: Upcoming Workshops on Early Intervention Plans

DATE: January 23, 1997

PERAC staff will be conducting educational workshops for retirement boards on the Early Intervention Plans required by chapter 306 of the acts of 1996. The workshops will be held on the following dates and at the following locations:

Wednesday, February 12, 1997 Fitchburg Memorial Middle School

Thursday, February 13, 1997 Plymouth Main Public Library

Friday, February 28, 1997 21st Floor - McCormack Building,
Conference Room 1 and 2, Boston

The workshops are scheduled to run from 9:30 a.m. to 12:30 p.m. and there will be an opportunity to ask any questions pertaining to the new requirements for Early Intervention Plans that you may have. For this reason we strongly urge all boards to send at least one representative to one of these workshops.

Directions to Fitchburg and Plymouth are enclosed. Also enclosed is a reservation form. Please complete the reservation form and return it to PERAC's offices no later than February 5, 1997. Also, if any attendee will require accommodation for the physically challenged, please notify this office as soon as possible.

/ao

p:\legal\general\hwkshp97.doc

Enclosures

PUBLIC EMPLOYEE RETIREMENT ADMINISTRATION COMMISSION

WORKSHOP RESERVATION

(Name of Retirement System)

(Number of Individuals Attending)

February 12, 1997 (Fitchburg)_____

February 13, 1997 (Plymouth)_____

February 28, 1997 (Boston)_____

Please return this form to PERAC, One Ashburton Place, Room 1101, Boston, MA 02108 by February 5, 1997.

DIRECTIONS TO PLYMOUTH MAIN PUBLIC LIBRARY

Telephone: (508) 830-4250 **Library**
(508) 830-4170 **Retirement Office Town Hall**

From the North:

Route 3 South to Exit 5 (Long Pond Rd.)

Left at end of ramp (South Street)

***Library is approximately 1/4 mile on right side of the road. Large brick building with pillars.

From the South:

Route 3 North to Exit 5 (Long Pond Rd.)

Right at end of ramp (South Street)

**Continue with above directions

From the West:

Route 44 East to Route 3 South

** Continue with "from the South Directions"

PLEASE NOTE:

The Library does not open its front doors until 10:00 A.M, therefore, if workshop starts before this time, access conference room from side door of building. Thank you.

p/admin/general/driveply.doc

Directions:

City of Fitchburg
Memorial Middle School
615 Rollstone Street
Fitchburg, MA 01420
508-345-3295

1. East of Fitchburg

Heading west on Route 2, take Exit 30 Fitchburg - Leominster, South Street; take left at lights on to South Street heading towards Fitchburg. Follow for approximately 1.3 miles taking left at second set of lights on to Electric Avenue. Continue on Electric Avenue for just under 1 mile taking a right on to Rollstone Road (before Cumberland Farms). Memorial Middle School is 1/4 mile down on left (after cemetery). Please park in the lower left parking lot. Upon entering main lobby auditorium is located on the right.

2. West of Fitchburg

Heading east on Route 2, take Exit 30 Leominster - Fitchburg, Merriam Avenue; take right on to South Street heading towards Fitchburg. Follow for approximately 1.4 miles taking left at third set of lights on to Electric Avenue. Continue on Electric Avenue for just under 1 mile taking a right on to Rollstone Road (before Cumberland Farms). Memorial Middle School is 1/4 mile down on left (after cemetery). Please park in the lower left parking lot. Upon entering main lobby auditorium is located on the right.